Fish, Wildlife, Botany and Special Status Species Program Evaluation Pre-work

This document is intended to provide background information on the review, and a focus for the areas that will be examined in closer detail through interviews with state and field office managers and program staff. The key questions support program specific questions that will be used to generate discussion on individual program components.

Objectives:
1. Determine if there is a common level of understanding and expectation for the FWBSSS programs between Field, State and National Offices and between decision makers and staff;
2. Determine if offices have sufficient resources and appropriate technical skills to implement program direction;
3. Identify state and field work priority areas and compare them with budget priorities;
4. Identify discrepancies between funding allocations and work accomplishments, (i.e., inappropriate cost coding). Refer to Instruction Memorandum No. 2001-170, Fiscal Year (FY) 2001 Mid-Year Review (MYR) Decisions;
5. Identify policy or program direction information gaps that impede program implementation; and,
6. Identify successful program implementation and share characteristics with all offices.

Data Gathering and Analysis Methods:
A questionnaire was developed to survey opinions and perspectives of managers and staff who have direct responsibility in the FWBSSS programs and was concluded in September 2001. Information was requested in 10 major program areas: General Administration; Inventory, Data, Information Management and Assessment; Planning; Project Implementation; Interaction with and Support to Other BLM Programs; Monitoring; Compliance; Litigation and Appeals; Partnership Development and Maintenance; and, Other Program Management. About 400 people responded of the 860 that received this questionnaire. Recipients were series 340, 401, 408, 430, 482 and 486. The National Training Center summarized responses, and additional analysis is being done by WO230 staff. Confidentiality has been maintained through this survey process, and data have been stripped of any personal identifiers.

Key Questions to Ascertain Attainment of Review Objectives:
Objective 1. Does your Land Use Plan (RMP/MFPs) describe in adequate detail the objectives for FWBSSS management? If not, how are program objectives identified, established, and measured? If so, how do they describe program objectives? Does either approach create a consistent expectation between staff and managers?

Objective 2. Do you have sufficient staff and fiscal resources to implement and meet the objectives for the FWBSSS program? Are staff technically trained to implement programs under their direction? How are programs funded? Do staff provide more support work to other resources or to their respective programs? In both dollar and percentage figures, what portion of the FWBSSS budget is used to pay for work that either primarily or exclusively other

activities? What are those other activities?

Objective 3. Does the AWP provide sufficient direction to meet program objectives? How are state/field management objectives set for the year? Do these priorities match expectations established in your MFP or RMP?

Objective 4. Are national policies on benefitting function sufficient to ensure funds are appropriately programmed to meet program management objectives? Does the MIS help facilitate overall tracking and reporting of accomplishments? Do workload measures and performance elements accurately describe work accomplished? If not, what changes are needed.

Objective 5. Are there existing policies that need to be re-evaluated or rescinded? What additional national policies are needed to help facilitate program implementation both at the state office and field office levels?

Objective 6. Do you feel your programs are successful and are being fully implemented? If so, describe the elements that contribute to successful implementation. If not, what are the impediments or barriers?

Components of the Fish, Wildlife, Botany and Special Status Species to be Evaluated:
1. General Program Administration
2. Inventory, Data, Information Management and Assessment
3. Planning
4. Project Implementation
5. Support Work:
    a. Other program support to FWBSSS programs within the Bureau
    b. FWBSSS support to other Bureau programs
6. Monitoring
7. Compliance with ESA
8. Litigation and Appeals
9. Partnerships
10. Other Program Management (Employee Development and Training, budgets, MIS)